

## Part 1 Basic Provisions

### 1 Overview

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#### A

#### Background

The Agricultural Risk Protection Act 2000 (2000 Act) requires FSA and RMA to:

- ⌄ work together to improve program compliance and integrity of the Federal Crop Insurance Program
  - ⌄ develop a coordinated plan for implementation.
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#### B

#### Oversight and Coordination

The following offices are conducting oversight and coordination of this effort in consultation with OIG and crop insurance companies:

- ⌄ FSA, PECD
  - ⌄ RMA RCO's
  - ⌄ RMA RO's
  - ⌄ RMA, Deputy Administrator for Research and Development.
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#### C

#### Handbook Purpose

This handbook provides FSA and RMA offices procedure based on the joint work plans developed as a result of the 2000 Act. The areas covered by this handbook include the following:

- ⌄ referrals and investigations
  - ⌄ claims audit
  - ⌄ consultation with STC's
  - ⌄ data reconciliation.
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## 2 Sources of Authority and Related Handbooks

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### A

#### Statutory Authority

The statutory authority for FSA and RMA to improve program integrity is Subtitle B, Section 121 of the 2000 Act.

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### B

#### STC Authority to Supplement This Handbook

Because this handbook is a joint effort between FSA and RMA, STC's do **not** have the authority to modify this handbook. Any recommendations for amendment must be submitted to the National Office for concurrence by both FSA and RMA.

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### C

#### Related Handbooks

FSA and RMA handbooks related to program compliance include the following:

- ℄ 9-AO for handling audits and investigations
  - ℄ 1-CM for name, address, and producer ID number verification
  - ℄ 3-CM for farm records management
  - ℄ 2-CP for verifying acreage and completing field visits
  - ℄ FCIC Loss Adjustment Manual and specific crop insurance Loss Adjustment Standard manuals
  - ℄ 5-LP for bin measurements
  - ℄ 1-PL for reviewing farm operating plans.
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### 3 Publication Requirements

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#### A

##### Overview

With the passage of the 2000 Act, FSA and RMA are:

- C required to coordinate a plan to identify, address, and reconcile discrepancies of all relevant producer-derived information
- C directed to coordinate a monitoring program, which includes fact finding relative to allegations of program fraud, waste, and abuse.

As a key preventative measure, it is important that the agricultural community be made fully aware of FSA's and RMA's joint efforts to reduce fraud, waste, and abuse.

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#### B

##### When to Provide Information

At a minimum, County Offices shall notify all producers twice a year of the monitoring efforts by FSA and RMA to prevent fraud, waste, and abuse in the Federal Crop Insurance Program.

This notification shall be publicized at the beginning of the calendar year and again during the crop growing season.

**Note:** It may be appropriate to publicize this information more than twice, depending on the planting and harvest seasons for different crops in a county.

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#### C

##### What Information to Provide

County Offices shall notify producers that:

- C FSA will be assisting RMA and insurance providers in monitoring crop conditions throughout the growing season
  - C FSA will refer all suspected cases of fraud, waste, and abuse about the Federal Crop Insurance Program to RMA
  - C producers may report suspected cases of fraud, waste, and abuse to their local County Office, RMA office, or OIG
  - C FSA will assist RMA with auditing claims.
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### 3 Publication Requirements (Continued)

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#### D

##### Methods of Notification

County Offices shall notify all producers of the efforts to reduce fraud, waste, and abuse of the Federal Crop Insurance Program by any means of communications, including, but not limited to, the following:

- Ⓒ news releases
  - Ⓒ newsletters
  - Ⓒ radio and television spots
  - Ⓒ fact sheets.
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### 4 Points of Contact

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#### A

##### Designating FSA POC

Each SED shall establish a POC and alternate who shall:

- Ⓒ serve as the primary contact for all functions associated with implementing the 2000 Act within their State
  - Ⓒ be responsible for maintaining the lines of communication between RMA and FSA at the Regional and State levels
  - Ⓒ be responsible for POC responsibilities in this handbook.
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#### B

##### Designating RMA POC

Each RCO shall establish a POC and alternate who shall:

- Ⓒ serve as the primary contact for all functions associated with implementing the 2000 Act within its region
  - Ⓒ be responsible for maintaining the lines of communication between RMA, FSA, and the insurance provider at the Regional and State levels
  - Ⓒ perform the duties required under these procedures.
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### 5-19 (Reserved)